

# INCLUSION APPLICATION

(Non-Commercial Activity with 1 inclusion & less than 300 people attending)



Western Sydney Parklands

Please read our Terms & Conditions before completing this form

1. APPLICANT'S DETAILS			
<b>Organisation</b> (if applicable)			
<b>Contact Person</b>			
<b>Mailing Address</b>	Street		
	Suburb	State	Postcode
<b>Contact Details</b>	Mobile	Email	
<b>eNewsletter</b>	Please email me information about Western Sydney Parklands events and activities <input type="checkbox"/> YES <input type="checkbox"/> NO		
2. FUNCTION DETAILS			
Supply all the details for your function to ensure prompt processing of your application.			
<b>Type</b> (e.g. birthday party, picnic etc)			
<b>Day and date</b>	Day	Date	
<b>Time</b>	Start Time	End Time	
<b>Estimated attendance</b>			
<b>Shelter</b>	Acacia	Additional Shelter	
3. ENTERTAINMENT AND OTHER INCLUSIONS			
Supply details of any of any items you are planning to use at your function. These items can only be used with the prior written approval from the Trust. A bond of \$315 will apply to all bookings that have approval to have entertainment and other inclusions at their function. An approved item will attract a \$75 fee that is payable in addition to the site hire fee and bond.			
<b>Inclusion Type</b> (you may only select 1 item)	<input type="checkbox"/> Amusement	<input type="checkbox"/> Soft Play Hire	<input type="checkbox"/> DJ / Amplified Music / Band
	<input type="checkbox"/> Catering	<input type="checkbox"/> Signage	<input type="checkbox"/> Petting Zoo / Reptile Display
<b>Inclusion Description</b> (e.g. Jumping Castle, Petting Zoo, Food Truck etc)			
<b>Inclusion Size</b> (provide details of the size of the item or the area required to use the item)			
<b>Vehicle Access Required</b> (e.g. 1 x car and trailer arriving at 10am and departing at 3pm)	<input type="checkbox"/> No <input type="checkbox"/> Yes Number of Vehicles: _____ Type of Vehicles: _____ Time Vehicle Access Required: _____		
4. USE OF GENERATORS			
<b>Generators</b>	Will you be using a generator: <input type="checkbox"/> No <input type="checkbox"/> Yes (provide details below) Number: _____ Generator Make: _____ Generator Make: _____ Generator Voltage: _____		

Email completed application to [bookings@wspt.nsw.gov.au](mailto:bookings@wspt.nsw.gov.au)

## 5. PUBLIC LIABILITY INSURANCE

All bookings made by an Organisation must supply a copy of their Certificate of Currency for Public Liability Insurance with coverage for at least \$A10,000,000 that is valid at the time of the event.

<b>Public Liability Insurance</b>	Copy of Public Liability Insurance emailed with application? <input type="checkbox"/> YES <input type="checkbox"/> NO
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I understand that use of Western Sydney Parklands facilities is subject to the Terms and Conditions of Hire I agree that as a condition of hiring a shelter and using the Parklands, I must abide by the terms and conditions, Western Sydney Regulation 2013 and any reasonable requests of an Authorised Trust Officer and failure to comply may result in the cancellation, refusal or alteration of my shelter hire at the discretion of the Trust.

Applicants Signature:	Date:
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